

TECHNICAL OPERATIONS CONFIGURATION MANAGERS WORKSHOP

May 24, 25, and 26, 2005

SPONSORED BY Technical Operations ATC Facilities

<u>Tuesday</u>		
7:30 am - 8:00 am	Conference Registration	All
8:00 - 8:30	Welcome Administrivia	John Steele, ATC Facilities
8:30 - 9:30	Guest Speaker	Jack Nager, ATC Facilities
9:30 - 10:00	Configuration Management in Technical Operations	Ken Sander, ATC Facilities
10:00 - 10:15	Break	All
10:15 - 11:00	Status of Enterprise Configuration Management	Faye Jordan, ATC Facilities
11:00 - 11:30	2005 Workgroup Organization	John Steele
11:30am - 12:30pm	Lunch	All
12:30 - 1:00	Tech Ops Configuration Management Plan	Cecil West. Eastern Service Area
1:00 - 1:30	AMS/JRC	Rebecca Taylor-King. Acq. Planning & Policy
1:30 - 2:00	WebCM User Quick Guides / Tech Writing Method	Kelly Ford. Western Service Area
2:00 - 2:15	Break	All
2:15 - 2:45	Directives Management and CM Interrelationship	Jim Rizzolo, Navigation Services
2:45 - 3:30	2004 Workgroups Briefing	Steve Kalabokes, ATC Facilities
3:30 - 4:00	Work Group Assignment	John Steele
4:00 - 5:00	First Day Wrap-up	Steve Kalabokes, John Steele

Wednesday

8:00 am- 8:15 am	Recap First Day Activities	Steve Kalabokes, John Steele ATC Facilities
8:15 - 9:45	CM Work Groups	
9:45 - 10:00	Break	All
10:00 - 11:30	CM Work Groups	
11:30 am - 12:30 pm	Lunch	All
12:30 - 2:00	CM Work Groups	
2:00 – 2:15	Break	All
2:15 – 4:00	CM Work Groups	
4:00 – 5:00	Second Day Wrap Up	Steve Kalabokes, John Steele ATC Facilities

Thursday

8:00 am- 8:15 am	Recap Previous Day Activities	Steve Kalabokes, John Steele ATC Facilities
8:15 – 9:45	CM Work Groups	
9:45 – 10:00	Break	All
10:00 – 11:30	CM Work Groups	
11:30 am- 12:30 pm	Lunch	All
12:30 – 2:00	CM Work Group Results	
2:00 – 2:15	Break	All
2:15 – 4:00	CM Work Group Results	
4:00 – 5:00	Work Shop Wrap Up Action Item Review Open Discussion & Assessment	Steve Kalabokes, John Steele, ATC Facilities

2005 WORKGROUPS

WORK GROUP 1

Configuration Management Process Improvement

Lead: Will Helm

Facilitator:

Develop CM process improvements which will improve efficiency and insure that the change control process is less cumbersome.

WORK GROUP 2

Configuration Status Accounting (CSA) Requirements

Lead: Steve Kalabokes

Facilitator:

Develop draft Configuration Status Accounting (CSA) requirements document.

WORK GROUP 3

Order 1800.66 Updates

Lead: Avdesh Kaushiva

Facilitator:

Review Order 1800.66, Configuration Management and develop updates to the Order that will reflect current methods of performing configuration management and provide streamlining and improve efficiency in the CM processes.

2005 WORKGROUPS

WORK GROUP 4

WebCM Issues/Improvements

Lead: Dennis LaMagna

Facilitator: Carole Gaines

Identify and propose potential improvements to WebCM, the designated Agency configuration management tool, which will provide enhanced capability and greater user satisfaction.

WORK GROUP 5

CM Training/Awareness

Lead: John Thomas

Facilitator:

Complete/validate the CM Training/Awareness outline developed by the CM Process Improvement Team and initiate development of the CM Training/Awareness packages.

WORK GROUP 6

Business Case Development

Lead: TBD

Facilitator:

Develop Labor Distribution Report (LDR) activities that need to be added to the LDR system to provide accurate Cost Accounting System (CAS) data for Configuration Management. Identify benefits to performing Configuration Management and potential shortfalls from not performing Configuration Management.

2005 WORKGROUPS

WORK GROUP 7

Technical Operations CCB Charter

Lead: Cecil West

Facilitator:

Develop the draft Technical Operations CCB Charter in accordance with the direction provided by the NAS Operations CCB Co-Chairs and as defined in the Technical Operations CM Plan.

WORK GROUP 8

Configuration Management of 'Non-NAS' Information Technology Systems (NNITS)

Lead: Allen Dames

Facilitator:

From a CM standpoint develop a strategy concerning NNITS, with the ultimate product being a white paper / CM Policy Statement.
